



COUNTY OF LOS ANGELES

FIRE DEPARTMENT

1320 NORTH EASTERN AVENUE
LOS ANGELES, CALIFORNIA 90063-3294

(323) 881-2401

DARYL L. OSBY
FIRE CHIEF
FORESTER & FIRE WARDEN

April 12, 2011

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**APPROVE THE ACCEPTANCE OF GRANT FUNDS FROM THE
FEDERAL EMERGENCY MANAGEMENT AGENCY AND
UNITED STATES DEPARTMENT OF HOMELAND SECURITY
FISCAL YEAR 2010 ASSISTANCE TO FIREFIGHTERS GRANT; AND, APPROVE
AN APPROPRIATION ADJUSTMENT RECOGNIZING GRANT FUNDING
(ALL DISTRICTS) (4 VOTES)**

SUBJECT

The Consolidated Fire Protection District of Los Angeles County (District) is requesting approval to accept \$660,000 in grant funding from the Federal Emergency Management Agency (FEMA) and United States Department of Homeland Security (DHS) Fiscal Year 2010 (FY 10) Assistance to Firefighters Grant (AFG) (Grant Number EMW-2010-FO-06505); and, approval of the appropriation adjustment recognizing the grant funding.

**IT IS RECOMMENDED THAT YOUR BOARD ACTING AS THE GOVERNING BODY OF
THE CONSOLIDATED FIRE PROTECTION DISTRICT OF LOS ANGELES COUNTY:**

1. Accept \$660,000 in grant funding, from the FY 10 AFG (Grant Number EMW-2010-FO-06505) (Attachment A). The grant will provide funding for the District to implement the following training programs: a) L-381 Fire Service Leadership (FSL); b) Apparatus Operator 1C (AO1C); and c) Pediatric Advanced Life Support (PALS). The approved project costs total \$825,000, of which the federal share/grant award is 80 percent (\$660,000). This grant requires a 20 percent District match of \$165,000 which will be provided through the District's Budget.

SERVING THE UNINCORPORATED AREAS OF LOS ANGELES COUNTY AND THE CITIES OF:

AGOURA HILLS
ARTESIA
AZUSA
BALDWIN PARK
BELL
BELL GARDENS
BELLFLOWER
BRADBURY

CALABASAS
CARSON
CERRITOS
CLAREMONT
COMMERCE
COVINA
CUDAHY

DIAMOND BAR
DUARTE
EL MONTE
GARDENA
GLENDDORA
HAWAIIAN GARDENS
HAWTHORNE

HIDDEN HILLS
HUNTINGTON PARK
INDUSTRY
INGLEWOOD
IRWINDALE
LA CANADA FLINTRIDGE
LA HABRA

LA MIRADA
LA PUENTE
LAKEWOOD
LANCASTER
LAWDALE
LOMITA
LYNWOOD

MALIBU
MAYWOOD
NORWALK
PALMDALE
PALOS VERDES ESTATES
PARAMOUNT
PICO RIVERA

POMONA
RANCHO PALOS VERDES
ROLLING HILLS
ROLLING HILLS ESTATES
ROSEMEAD
SAN DIMAS
SANTA CLARITA

SIGNAL HILL
SOUTH EL MONTE
SOUTH GATE
TEMPLE CITY
WALNUT
WEST HOLLYWOOD
WESTLAKE VILLAGE
WHITTIER

2. Delegate authority to the Fire Chief, or his designee, to execute all grant agreements, future amendments, modifications, extensions, and augmentations, as required by the FEMA and United States DHS that are associated with the administration and management of this grant.
3. Approve the attached Appropriation Adjustment (Attachment B), recognizing \$660,000 in grant funding, for Fiscal Year 2010-11 in the District's Executive Budget Units Services and Supplies appropriation in the amount of \$190,000, Capital Assets - Equipment appropriation in the amount of \$40,000, and Salaries and Employee Benefits appropriation in the amount of \$430,000.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the AFG program is to award one-year grants directly to fire departments and nonaffiliated EMS organizations to enhance their capabilities with respect to fire and fire-related hazards. This grant builds upon capabilities developed with funding awarded to the District through the AFG program in 2009 for hazardous materials command-level training for battalion chiefs; and in 2008 by expanding the existing driver/operator cadre and supporting the purchase of driver evaluation systems designed to improve driver performance.

Approval of the recommendations now before your Board will allow the District to implement the L-381 FSL, AO1C, and PALS training programs. The appropriation adjustment will provide adequate funding to address the expenditures noted below:

- | | |
|---|-----------|
| • Services and Supplies | \$190,000 |
| • Capital Assets – Equipment
Pediatric Manikins (Patient Simulators) | \$40,000 |
| • Salaries and Employee Benefits | \$430,000 |

The District continually seeks to improve fire service leadership, in the area of incident management and command skills through leadership development training for battalion chiefs. The California Emergency Management Agency Fire Marshall certified L-381 FSL training program provides an opportunity to apply leadership concepts to all-hazards incidents by exercising command and control during simulated emergency incident scenarios. This course highlights the importance of building and maintaining effective response cultures and attitudes within the organization; promotes leadership development efforts within the ranks; and assists in building cohesion, adaptability, and resilience.

Through the partnership of the AFG Program, the District has been afforded the opportunity to enhance its Driver Training Program by offering AO1C – Aerial Truck Driver/Operator training to personnel at the level of fire fighter specialist and to prospective driver/operator candidates. The objective of AO1C is to provide students with information on driver

responsibilities, recognized standards, and related laws for tiller and straight-bodied aerial fire apparatus; information and techniques on basic inspections, documentation, maintenance, and trouble-shooting aerial fire apparatus; information and techniques on driving and positioning aerial fire apparatus; and the opportunity to increase operator driving skills during simulated driving conditions.

The PALS training program will be delivered to all District firefighters certified as Emergency Medical Technicians and/or Paramedics via battalion continuing education courses and through the American Heart Association PALS Course for Paramedics. Pediatric human patient simulators will be utilized by department nurse educators to verify pediatric skill competency in assessment, airway management, and early identification of shock. PALS is a nationally accredited course recognized by the American Academy of Pediatrics, National EMT Accreditation, National Paramedic Accreditation, and is a recognized standard of care for pediatric management of the sick and injured.

Implementation of Strategic Plan Goals

Approval of the recommended actions are consistent with the County's Strategic Plan Goal Number 1, Operational Effectiveness, through disaster training and emergency preparedness and response efforts; and, Goal Number 5, Public Safety, by maintaining and ensuring the highest level of safety and security standards for the residents of Los Angeles County by providing first responders with critical training to enhance their response capabilities.

FISCAL IMPACT/FINANCING

With your Board's approval of the attached Appropriation Adjustment, sufficient funding will be available in the District's Executive Budget Unit's Services and Supplies appropriation in the amount of \$190,000, Capital Assets – Equipment appropriation in the amount of \$40,000, and Salaries and Employee Benefits appropriation in the amount of \$430,000 to address the projected appropriation needs this fiscal year.

Grant recipients must provide 20 percent of the direct and indirect costs of all activities covered under the FY 10 AFG Program. The District's Executive Budget Unit has sufficient funding in the amount of \$165,000 to meet this 20 percent cost share requirement.

Maintenance costs incurred to support ongoing L-381 FSL, AO1C, and PALS training needs outside of the FY 10 AFG award will be funded within the District's existing budget. There is no impact on net County cost.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The FEMA and United States DHS have provided the District with guidelines for the administration of the grant agreement. These guidelines detail the activities and expenditures that are allowable for reimbursement.

The performance period for the FY 10 AFG is January 22, 2011 through January 21, 2012.

CONTRACTING PROCESS

All materials for the training programs will be requisitioned through and acquired by the County's Purchasing Agent in accordance with the County's purchasing policies and procedures, established by the Internal Services Department.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

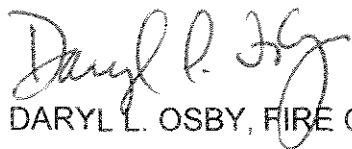
Approval of the recommended actions will ensure the District's ability to provide effective and essential levels of public safety to the residents of Los Angeles County, as well as expand the quality and productivity of the District's emergency services.

CONCLUSION

Upon approval by your Board, please electronically submit a Statement of Proceedings to the following:

Consolidated Fire Protection District of Los Angeles County
Executive Office -- Emergency Operations
Chief Deputy John B. Tripp
jtripp@fire.lacounty.gov

Respectfully submitted,



DARYL L. OSBY, FIRE CHIEF

DLO:heo

Attachments

c: Chief Executive Officer
Auditor-Controller
County Counsel

Award Package

U.S. Department of Homeland Security
Washington, D.C. 20472



FEMA

Ms. Heidi Oliva
County of Los Angeles Fire Department
1320 N. Eastern Avenue
Los Angeles, California 90063-3294

Re: Grant No.EMW-2010-FO-06505

Dear Ms. Oliva:

On behalf of the Federal Emergency Management Agency (FEMA) and the Department of Homeland Security (DHS), I am pleased to inform you that your grant application submitted under the FY 2010 Assistance to Firefighters Grant has been approved. FEMA's Grant Programs Directorate (GPD), in consultation with the U.S. Fire Administration (USFA), carries out the Federal responsibilities of administering your grant. The approved project costs total to \$825,000.00. The Federal share is 80 percent or \$660,000.00 of the approved amount and your share of the costs is 20 percent or \$165,000.00.

As part of your award package, you will find Grant Agreement Articles. Please make sure you read and understand the Articles as they outline the terms and conditions of your grant award. Maintain a copy of these documents for your official file. **You establish acceptance of the grant and Grant Agreement Articles when you request and receive any of the Federal grant funds awarded to you.** By accepting the grant, you agree not to deviate from the approved scope of work without prior written approval from FEMA.

If your SF 1199A has been reviewed and approved, you will be able to request payments online. Remember, you should request funds when you have an immediate cash need.

If you have any questions or concerns regarding the awards process or how to request your grant funds, please call the helpdesk at 1-866-274-0960.

A handwritten signature in cursive script, reading "Elizabeth M. Harman".

Elizabeth M. Harman
Assistant Administrator
Grant Programs Directorate



FEMA

U.S. Department of Homeland Security
Washington, D.C. 20472

AGREEMENT ARTICLES

ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM - Operations and Safety program

GRANTEE: County of Los Angeles Fire Department

PROGRAM: Operations and Safety

AGREEMENT NUMBER: EMW-2010-FO-06505

AMENDMENT NUMBER:

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Article I - Project Description

The purpose of the Assistance to Firefighters Program is to protect the health and safety of the public and firefighting personnel against fire and fire-related hazards. After careful consideration, FEMA has determined that the grantee's project submitted as part of the grantee's application, and detailed in the project narrative as well as the request details section of the application - including budget information - is consistent with the program's purpose and worthy of award. Therefore, the grantee shall perform the work described in the approved grant application as itemized in the request details section of the application and further described in the grant application's narrative. These sections of the application are made a part of these grant agreement articles by reference. The grantee may not change or make any material deviations from the approved scope of work outlined in the above referenced sections of the application without prior written approval from FEMA.

Article II - Grantee Concurrence

By requesting and receiving Federal grant funds provided by this grant program, the grantee accepts and agrees to abide by the terms and conditions of the grant as set forth in this document and the documents identified below. By receiving funds under this grant, grantees agree that they will use the funds provided through the Fiscal Year 2010 Assistance to Firefighters Grant Program in accordance with these Articles of Agreement and the program guidelines provided in the Fiscal Year 2010 Assistance to Firefighters Grant program guidance. All documents submitted as part of the application are made a part of this agreement by reference.

Article III - Period of Performance

The period of performance shall be from **22-JAN-11 to 21-JAN-12**.

Article IV - Amount Awarded

The amount of the award is detailed on the Obligating Document for the Award attached to these articles. Following are the budgeted estimates for each object class of this grant (including Federal share plus grantee match):

Personnel	\$595,000.00
Fringe Benefits	\$0.00
Travel	\$0.00
Equipment	\$55,000.00
Supplies	\$0.00
Contractual	\$175,000.00
Construction	\$0.00
Other	\$0.00
Indirect Charges	\$0.00
Total	\$825,000.00

NEGOTIATION COMMENTS IF APPLICABLE (max 4000 characters)

Article V - Financial Guidelines

The grantee and any subgrantee shall comply with the most recent version of the Administrative Requirements, Cost Principles, and Audit Requirements. A non-exclusive list of regulations commonly applicable to FEMA grants are listed below:

A. Administrative Requirements

1. 44 CFR Part 13, *Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments*
2. 2 CFR Part 215, *Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Nonprofit Organizations* (OMB Circular A-110)

B. Cost Principles

1. 2 CFR Part 225, Cost Principles for State, Local, and Indian Tribal Governments (OMB Circular A-87)
2. 2 CFR Part 220, Cost Principles for Educational Institutions (OMB Circular A-21)
3. 2 CFR Part 230, Cost Principles for Nonprofit Organizations (OMB Circular A-122)
4. Federal Acquisition Regulations (FAR), Part 31.2 Contract Cost Principles and Procedures, Contracts with Commercial Organizations

C. Audit Requirements

1. OMB Circular A-133, Audits of States, Local Governments, and Nonprofit Organizations

Article VI - Prohibition on Using Federal Funds

Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of FEMA.

Article VII - GPD Allocations

The recipient agrees that all allocations and use of funds under this grant will be in accordance with the FY 2010 Assistance to Firefighters Grant Program guidance and application kit.

Article VIII - Financial Reporting

Recipients of any AFG grants will be required to submit a semi-annual Federal Financial Report (FFR) via the automated system on the Standard Form 425. The FFR is intended to provide Federal agencies and grant recipients with a standard format and consistent reporting requirements throughout the government. The FFR, to be submitted using the online e-grant system, will be due semi-annually based on the calendar year beginning with the period after the award is made. Grant recipients will be required to submit a FFR throughout the entire period of performance of the grant.

The reporting periods for the FFR are January 1 through June 30 (Report due by July 31), and July 1 through December 31 (Report due by January 30).

At the end of the grant's period of performance, all grantees are required to produce a final report on how the grant funding was used and the benefits realized from the award. Grantees must submit a final financial report and a final performance report within 90 days after the end of the period of performance.

Article IX - FEMA Officials

Program Officer: Catherine Patterson is the Program Officer for the Assistance to Firefighters Grant Program. The Program Officer is responsible for the technical monitoring of the stages of work and technical performance of the activities described in the approved grant application.

Grants Assistance Officer: Natalie Romanoff is the Assistance Officer for this grant program. The Assistance Officer is the Federal official responsible for negotiating, administering, and executing all grant business matters.

Grants Management Division POC: The Grants Management Specialist shall be contacted to address all financial and administrative grant business matters for this award. If you have any questions regarding your grant please call ASK-GMD at 866-927-5646 to be directed to a specialist.

**FEDERAL EMERGENCY MANAGEMENT AGENCY
OBLIGATING DOCUMENT FOR AWARD/AMENDMENT**

1. AGREEMENT NO. EMW-2010-FO-06505	2. AMENDMENT NO. 0	3. RECIPIENT NO. 95-6000927	4. TYPE OF ACTION AWARD	5. CONTROL NO. W494324N
6. RECIPIENT NAME AND ADDRESS County of Los Angeles Fire Department 1320 North Eastern Avenue Los Angeles California, 90063-3294		7. ISSUING OFFICE AND ADDRESS Grant Programs Directorate 500 C Street, S.W. Washington DC, 20528-7000 POC: Natalie Romanoff		8. PAYMENT OFFICE AND ADDRESS FEMA, Financial Services Branch 500 C Street, S.W., Room 723 Washington DC, 20472
9. NAME OF RECIPIENT PROJECT OFFICER Heidi Oliva	PHONE NO. 3238812491	10. NAME OF PROJECT COORDINATOR Catherine Patterson	PHONE NO. 1-866-274-0960	
11. EFFECTIVE DATE OF THIS ACTION 22-JAN-11	12. METHOD OF PAYMENT SF-270	13. ASSISTANCE ARRANGEMENT Cost Sharing	14. PERFORMANCE PERIOD From: 22-JAN-11 To: 21-JAN-12	

Budget Period
From: 29-OCT-10 To: 30-SEP-11

15. DESCRIPTION OF ACTION

a. (Indicate funding data for awards or financial changes)

PROGRAM NAME ACRONYM	CFDA NO.	ACCOUNTING DATA (ACCS CODE) XXXX-XXX-XXXXX-XXXXX-XXXX-XXXX-X	PRIOR TOTAL AWARD	AMOUNT AWARDED THIS ACTION + OR (-)	CURRENT TOTAL AWARD	CUMULATIVE NON-FEDERAL COMMITMENT
AFG	97.044	2011-M0-3120GF-25000000-4101-D	\$0.00	\$660,000.00	\$660,000.00	\$165,000.00
TOTALS			\$0.00	\$660,000.00	\$660,000.00	\$165,000.00

b. To describe changes other than funding data or financial changes, attach schedule and check here
N/A

15a. FOR NON-DISASTER PROGRAMS, RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)

Assistance to Firefighters Grant recipients are not required to sign and return copies of this document. However, recipients should print and keep a copy of this document for their records.

16b. FOR DISASTER PROGRAMS, RECIPIENT IS NOT REQUIRED TO SIGN

This assistance is subject to terms and conditions attached to this award notice or by incorporated reference in program legislation cited above.

17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)
N/A

DATE
N/A

18. FEMA SIGNATORY OFFICIAL (Name and Title)
Natalie Romanoff

DATE
18-JAN-11

PINK (1)

BOARD OF
SUPERVISORS
OFFICIAL COPY

SA FORM 09-09

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S.
NO. 390-13

DEPARTMENT OF FIRE

April 12, 2011

AUDITOR-CONTROLLER:

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. PLEASE CONFIRM THE ACCOUNTING ENTRIES AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

FY 2010-11

4 - VOTE

SOURCES

EXECUTIVE BUDGET UNIT
DA1-FR-90-9031-40100-40129
FEDERAL GRANT - \$660,000
INCREASE REVENUE

USES

EXECUTIVE BUDGET UNIT
DA1-FR-1000-40100-40129
SALARIES & EMPLOYEE BENEFITS - \$430,000
INCREASE APPROPRIATION

EXECUTIVE BUDGET UNIT
DA1-FR-2000-40100-40129
SERVICES & SUPPLIES - \$190,000
INCREASE APPROPRIATION

EXECUTIVE BUDGET UNIT
DA1-FR-6030-40100-40129
EQ CAPITAL ASSETS - \$40,000
INCREASE APPROPRIATION

SOURCES TOTAL: \$ 660,000

USES TOTAL: \$ 660,000

JUSTIFICATION: TO RECOGNIZE FEMA FY 2010 ASSISTANCE TO FIRE FIGHTERS GRANT FUNDING (#EMW-2010-FO-06505) AND APPROPRIATE THE FUNDS IN THE DISTRICT'S EXECUTIVE BUDGET UNIT FOR:
A) L-381 FIRE SERVICE LEADERSHIP (FSL); B) APPARATUS OPERATOR 1C (AO1C); AND C) PEDIATRIC ADVANCED LIFE SUPPORT (PALS).

AUTHORIZED SIGNATURE:

Les Seidman
LES SEIDMAN, ASSISTANT CHIEF
FINANCIAL MANAGEMENT DIVISION

BOARD OF SUPERVISOR'S APPROVAL (AS REQUESTED/REVISED)

REFERRED TO THE CHIEF
EXECUTIVE OFFICER FOR...

☐ ACTION
☒ RECOMMENDATION

☒ APPROVED AS REQUESTED
☐ APPROVED AS REVISED

AUDITOR-CONTROLLER

BY

Karen Shikama
Mar 1 20 11

CHIEF EXECUTIVE OFFICER

BY

Shirley Wild
March 4 20 11

B.A. NO. 109

SEND 6 COPIES TO THE AUDITOR-CONTROLLER